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18 JUL 1984

REAL ESTATE AND CONSTRUCTION DIVISION WEEKLY REPORT
FOR PERIOD ENDING 18 JULY 1984

1. Progress Report Tasks Assigned by the DCI/DDCI:

None

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

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c. Real Property Assistant for RECD Passes Virginia State Real Estate License Exam - Real Property Assistant in RECD, has recently passed her Virginia State Real Estate License Exam. This accomplishment adds to the

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professionalism of our staff and will benefit her in her daily
activities associated with real estate acquisition for RECD.

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d. Memorandum of Implementation (M&O) Headquarters - RECD
has sent an edited copy of the Memorandum of Implementation
regarding the M&O of the Headquarters Building to GSA for its
review and has requested that it respond with comments by 18 July
1984.

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In-house design for the alterations to the building is
proceeding on schedule with an Agency construction contract to be
awarded in mid-September.

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3. Significant Events Anticipated During the Coming Week:

None

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